

Approved Minutes  
BROOKFIELD PLANNING COMMISSION  
THURSDAY, October 18, 2012 7:30 PM  
MEETING ROOM #133 – TOWN HALL, 100 POCONO ROAD

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1. **Convene Meeting** Chairman J. Van Hise convened the meeting at 7:30 p.m. and established a quorum of members: J. Van Hise, Chairman; A. Kerley, Vice Chairman; D. Frankel, Secretary; Regular Members P. Conlon (arrived 7:32 p.m.) and R. Baiad; Alternates L. Taylor\* and N. Tolmoff. Also present: Town Director of Public Works R. Tedesco, and Recording Secretary.

\*L. Taylor was appointed a voting member until the arrival of P. Conlon.

2. **Review Minutes of Previous Meetings: 10/04/12:** A motion was made by A. Kerley, seconded by D. Frankel to approve the Minutes of 10/4/12 as submitted. Motion carried 4-0-1 with R. Baiad abstaining (not present at this meeting).

*P. Conlon arrived at this point in the meeting: 7:32 p.m. L. Taylor resumed alternate status.*

3. **New Business:**

a. **44 & 52 Obtuse Road South #201200890: Re-subdivision – Ferry Farm Estates**  
(*dec.date 12/22/12*)

1. Letter from K. Castagnetta of Arthur H. Howland & Associates, P.C. dated 10/05/12 Re: Ferry Family Estates Proposed Subdivision Request to transfer Application Fees Paid
2. Subdivision Bonding Estimate Form received in the Land Use Office on 10/05/12
3. Planning Commission Subdivision Checklist received in the Land Use Office on 10/05/12
4. Current Abutters List within 100 Feet received in the Land Use Office on 10/05/12
5. Letter from S. Myles of Arthur H. Howland & Associates, P.C. dated 08/01/12 Re: Wetland Soils Delineation for Ferry Farm Subdivision
6. Soil Map – State of Connecticut dated 04/20/12
7. Letter from P. Szymanski, P.E. of Arthur H. Howland & Associates, P.C. to J. Van Hise and the Planning Commission dated 10/03/12 Re: Site Suitability for Subdivision, Ferry Family Living Trust
8. Letter from P. Szymanski, P.E. of Arthur H. Howland & Associates, P.C. to J. Van Hise and the Planning Commission dated 10/03/12 Re: Acknowledgement of Responsibility Ferry Farm Estates Proposed Subdivision
9. Letter from K. Castagnetta, ACIP of Arthur H. Howland & Associates, P.C. to J. Van Hise and the Planning Commission dated 10/03/12 Re: Ferry Farm Estates – Proposed Subdivision Explanation of Open Space Proposed
10. Memo from P. Hiro of PAH, Inc. dated 10/03/12 Re: Ferry Family Living Trust
11. Quit Claim Deed received in the Land Use Office on 10/05/12
12. Quit Claim Deed – Non-Survivorship Re-Record received in the Land Use Office on 10/05/12
13. Plans received in the Land Use Office on 10/05/12:
  - Sheet C1 – Cover Sheet – Ferry Farm Estates Proposed Subdivision prepared by Arthur H. Howland & Associates, P.C. dated 07/31/12; revised through 08/31/12
  - Existing Conditions Survey Map prepared by PAH, Inc. dated 05/30/12; revised through 10/01/12
  - Sheet 1 of 1 - Subdivision Map prepared by PAH, Inc. dated 10/02/12

- Sheet SD.1 – Subdivision Site Development Plan prepared by Arthur H. Howland & Associates, P.C. dated 07/31/12
- Sheet SD.2 – Lot 2 Site Development Plan prepared by Arthur H. Howland & Associates, P.C. dated 07/31/12
- Sheet SES.1 – Proposed Sedimentation & Erosion Control Details prepared by Arthur H. Howland & Associates, P.C. dated 07/31/12
- Sheet SL.1 – Sightline Plan & Profile prepared by Arthur H. Howland & Associates, P.C. dated 08/31/12
- Sheet PP.1 – Plan & Profile prepared by Arthur H. Howland & Associates, P.C. dated 08/31/12
- Sheet AREA – 1,000 Foot Area Map prepared by Arthur H. Howland & Associates, P.C. dated 07/31/12

*Ms. Bonny Bevans present, representing Ferry Farm.* A copy of the certified letter and all notices were submitted for the record. The Chairman noted the first item of correspondence, an item from K. Castagnetta of Arthur H. Howland & Associates, P.C., requesting waiver of public hearing fees and application fees, which were previously paid. **A. Kerley made a motion to waive the application fees and public hearing fees in the amount of \$1,210.00. D. Frankel seconded the motion which carried unanimously.**

A detailed packet was submitted including plans and quit claim deeds. The Chairman requested that these legal documents be sent to Attorney Marcus for his review and asked for a response on or before November 15, 2012. R. Tedesco has received information on this application as well. He noted that the bond estimate had a calculation error: should be \$7,750.00. Chairman Van Hise noted that there is a large wetlands area on Lot 2 in the open space area, and asked if there is an application before Wetlands. This Commission will need a letter from Wetlands stating that they do not have any problem with this application. The open space appears to be contiguous to other open space. Please have a letter sent to the Brookfield Conservation Commission for their comments (favorably or unfavorably) on taking the proposed open space. Ask for a response on or before our Public Hearing date of November 15, 2012. The two existing homes on Lot 1 (#44 and #52). Chairman Van Hise also noted that there would have to be an easement drawn for the open space. *This is subject to review by the Commission's Town Attorney and the applicant was encouraged to have this into the Land Use Office as soon as possible. In addition, the plan needs to be modified to denote that the house site is only for design purposes. There are erosion controls on the plan and in the bonding at this point, but if the notation is done, and the applicant does no building, this will be removed from the bond estimate.*

**A motion was made by A. Kerley, seconded by R. Baiad, to take application #2012000890, 44 and 52 Obtuse Road South, in for review. Motion carried unanimously.**

**A motion to set a public hearing for Thursday, November 15, 2012, at 7:45 p.m. for #2012000890, 44 and 52 Obtuse Road South, was made by D. Frankel, seconded by P. Conlon and carried unanimously.**

A site walk was set for Friday, November 2, 2012, at 4:30 p.m. at the site.

The checklist is to be done by D. Frankel.

- b. **20 Vale Road #201200913: Proposed two-lot re-subdivision – Berkshire Corporate Park** (*dec date 12/22/12*)
1. **Development Report for Proposed Office Building dated 10/12/12**
  2. **Berkshire Corporate Park Subdivision Vicinity Sketch received in the Land Use Office on 10/15/12**
  3. **Drainage Report for Proposed Office Building dated 10/08/12**
  4. **Sheet DRA1 – Catch Basin Drainage Area Map prepared by CCA, LLC dated 10/08/12**
  5. **Sheet DRA2 – Pre-Development Drainage Area Map prepared by CCA, LLC dated 10/08/12**
  6. **Sheet DRA3 – Post-Development Drainage Area Map prepared by CCA, LLC dated 10/08/12**
  7. **Property Survey/Subdivision Map Berkshire Corporate Park prepared by Surveying Associates, P.C. dated June 2012**
  8. **Berkshire Corporate Park Subdivision Area Map prepared by Surveying Associates, P.C. dated June 2012**
  9. **Plans prepared by CCA, LLC received in the Land Use Office on 10/08/12:**
    - **Cover Sheet – Site Development Plans dated 10/08/12**
    - **Sheet N1 – General Legend, Notes and Abbreviations dated June 2012**
    - **Sheet C1 – Layout & Materials Plan dated 10/08/12**
    - **Sheet C2 – Grading & Drainage Plan dated 10/08/12**
    - **Sheet C3 – Site Utility Plan dated 10/08/12**
    - **Sheet C4 – Landscape Plan dated 10/08/12**
    - **Sheet C5 – Retention Basin Site Plan dated 10/08/12**
    - **Sheet C6 – Notes & Details dated 10/08/12**
    - **Sheet C7 – Notes & Details dated 10/08/12**
    - **Sheet E1 – Sedimentation and Erosion Control Plan dated 12/07/05**

*Present was G. Steiner, Berkshire Corporate Park, and S. Sullivan, P.E., Carroccio-Covill and Associates.* Chairman Van Hise noted that this Commission is not approving any building lots. Mr. Steiner gave a history of the corporate park which resides in Bethel, Brookfield and Danbury. The proposal is to subdivide approximately eight acres to build a 30,000 square foot building. The groundbreaking is proposed for the spring of 2013, with occupancy in the fall of that year. The certified mail receipts for abutting property owners were submitted for the record. There is existing sewer there (which will be extended to Vale Road). This application is presently going through the Wetlands Commission and Zoning Commission. The bonding estimate is for pins and monuments only. Erosion controls for the site is bonded through zoning. A State Traffic Commission Certificate has been issued for the entire park. Chairman Van Hise agreed with the Land Use Office that the application fee should be increased for the additional lot.

**A motion to take the application #201200913, 20 Vale Road, in for review was made by A. Kerley, seconded by D. Frankel and carried unanimously.**

**A motion to set a public hearing for (201200913, 20 Vale Road, on Thursday, November 15, 2012, at 8:15 p.m. was made by P. Conlon, seconded by R. Baiad, and carried unanimously.**

A site walk will be conducted by the Commissioners independently upon notification of the staking (two driveways and the corners of the property).

The checklist will be done by P. Conlon.

*A motion was made by A. Kerley, seconded by D. Frankel, to amend the agenda to go to item 6, Informal Discussion. Motion carried unanimously.*

**6. Informal Discussion:**

**a. Peter Young – 101 Obtuse Hill Road: Whispering Glen II: Finmark Custom Homes.** Mr. Young outlined a preliminary plan which was “verbally okayed” by the Wetlands Commission, subject to Artel Engineering’s revisions. Mr. Young proposed to submit his application at the next meeting, and will send out the letters to abutting property owners. Mr. Young asked specifically what is to be submitted at re-application, and Chairman Van Hise replied that the Commission expects a complete application. “Treat it like a new application,” he noted. Mr. Young stated that will ask for the fees to be waived as well. There will be a new bonding estimate. Chairman Van Hise also noted that this Commission has only one meeting in December, which will likely be the date of the public hearing’s opening.

*A motion to return to the regular agenda, item 4, was made by A. Kerley, seconded by P. Conlon and carried unanimously.*

**4. Minutes of Other Boards & Commissions:**

- **9/27/12: Zoning:** One of the regulation changes approved pertained to boat storage indoors; still under discussion: B.J.’s Wholesalers

**5. Correspondence:**

- a. Letter from N. Marcus to R. Blessey & Zoning Commission dated 10/10/12 Re: Application No. 201200836 Proposed Amendment to §242-501G(11) & §242-202**

This pertains to drive-thru facilities, which has not yet been voted upon by the Zoning Commission. This provides additional clarification that this Commission requests. A public hearing has been set for shortly in the future.

**7. Tabled Items: There were none at this meeting.**

**8. Adjourn: A motion was made by A. Kerley to adjourn the meeting at 8:35 p.m. Motion seconded by D. Frankel and carried unanimously.**